

Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Deputy Director (Support)

DATE: 10 APR 1958

FROM : Director of Logistics

SUBJECT: Functional Furniture

1. This memorandum is for your information and is intended as an interim statement of status.

2. It has been determined at a meeting held on 9 April 1958 that the minimum requirements for a group of GSA furniture will be obtained and set up in a standard layout for analysis purposes under actual working conditions. It is proposed to equip a total of 84 employees in the DD/P, DD/I and DD/S areas for this purpose. Selection of the particular units, price and availability is presently under consideration.

3. Upon the acquisition of the aforesaid, installation will be made in areas to simulate proposed space and working conditions in the new building from current allotted funds.

JAMES A. GARRISON

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